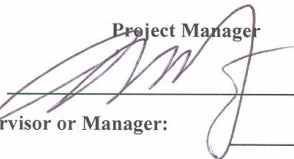
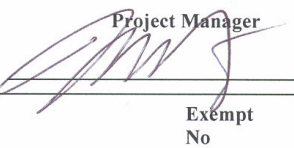


Position Requirements Document Cover Sheet		Position Number: 13124
Classification: Assist. Proj. Mgr. for Domain Re-use Integration, NH-0301-IV Local Title: Employing Office Location: Orlando, Florida Duty Station: Orlando, FL Org Info: Agency: Assistant Secretary of the Army (Acquisition, Logistics and Technology) ASA(ALT) 1 st Div: Program Executive Office, Simulation, Training and Instrumentation (PEO STRI) 2 nd Div: Project Manager Future Force (Simulation) (PM FF(S)) 3 rd Div: 4 th Div:		
<p>Supervisor's Certification: I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.</p> <p>Immediate Supervisor: Matthew J. Fair, COL, AR</p> <p>Title: <u>Project Manager</u></p> <p>Signature:  Date: <u>4/22/04</u></p> <p>Higher Supervisor or Manager: _____</p> <p>Title: _____</p> <p>Signature: _____ Date: _____</p>		
<p>Classification/Job Grading Certification: I certify that this position has been classified IAW Acquisition Workforce Personnel Demonstration Project broadbanding criteria.</p> <p>Classification Official: Matthew J. Fair, COL, AR</p> <p>Title: <u>Project Manager</u></p> <p>Signature:  Date: <u>4/22/04</u></p>		
FLSA: Exempt Drug Test: No Key Position: Sensitivity: NCS Reason for Submission: New Previous PD Number: Envir. Diff: Acq Posn Category: A Acq Career Level: 3 Acq Special Asgmt: Career Spec – Primary: Cont Job Site: Financial Disclosure: <input type="checkbox"/> Public Financial <input type="checkbox"/> Manager <input checked="" type="checkbox"/> Neither Citation 1: USOPM PCS for GS-0301 Series, TS-34, Jan 79 Citation 2: USOPM Handbook of Occupational Groups and Families August 2002, Series Definition for Program Management Series, GS-0340 Citation 3: AWF, PDP, BLD, Federal Register, Volume 64, Jan 99	BUS Code: 7777 Emergency Ess: OPM Functions Code: Status: Competitive Subject to IA: No Mobilization: Career Prg ID: CAPL Number: Acq Posn Type: 1 Acq Prog Ind: Career Spec – Sec: Mobility: <input checked="" type="checkbox"/> Confidential Financial	

**Acquisition Workforce Demo Project
Position Requirements Document**

I. Organization information:

Position is located in the office of the Project Manager Future Force (Simulation) [PM FF (S)], Program Executive Office Simulation, Training and Instrumentation (PEO STRI).

II. Position information:

Assistant Project Manager for Domain Re-use Integration, NH-0301-IV

III. Duties:

Plans and Coordinates Operations. Serves as an Assistant Project Manager (APM) for Domain Re-use Integration for embedded and full and partial task training for the Future Combat System (FCS) Family of Systems (FoS). Responsible for identifying existing or evolving software across Live, Virtual, Constructive and Test (LVC-T) domains suitable for re-use in support of FCS and facilitating and ensuring integration and re-use for that purpose. Influences the activities of Live, Virtual, Constructive and Test (LVC-T) domain software and domain engineers with responsibility for overseeing development and integration of LVC-T embedded and full and partial task training across the FCS FoS. Plans, directs, reviews, evaluates and coordinates the activities of Training Domain Engineers with other project teams that encompass FCS System of System (SoS) Common Operating Environment (COE). The incumbent ensures that technology solutions are in consonance with the Army's short and long term prospective. Assists the PM FF (S) and the PM FCS in preparing, maintaining, and propagating FCS training engineering documentation, milestone decision planning, budgetary and financial execution.

a. Manages a staff of senior LVC-T simulation engineers with responsibility for identifying and verifying the integration of training common and unique components throughout FCS FoS.

b. Coordinates engineering staff in providing FCS training system engineering expertise to Army Acquisition PMs supplying FCS Complementary Systems to include the PEO STRI PMs.

c. Coordinates engineering design and support for spiral integration of new technologies into the FCS SoS. Requires recognition and identification of opportunities for incorporation of emerging/maturing technological advances for incorporation into FCS SoS. Provides systems analysis and directs the writing of new training system specifications to incorporate new capabilities.

e. Coordinates among Joint, Army, Industry and internal PEO STRI PMs and end users at 05/06 and GS-14/15 levels to help ensure the FCS acquisition and engineering strategy meets U.S. Army user requirements and to sustain support for the strategy.

f. Coordinates with the FCS Lead System Integrator (LSI) to ensure systems integration of training systems and synchronization of training system activities on each project team.

g. Coordinates the PEO STRI engineering component of acquisition oversight of the FCS LSI developed Training System as requested by the PM FCS.

h. Ensures common training functions are incorporated into the FCS FoS and that key elements are compatible in milestones, time frames and deadlines with each other. Ensures interoperability, cost effectiveness, reusability, and timely completion of training systems tasks to ensure completion of FCS system component development. Monitors technical adequacy of approaches to resolve common function issues and provides standards, and reuse guidance.

i. Assists in preparation of the Army's overall FCS budgetary estimate for training integration into the FoS. Oversees the preparation of funding and budgetary reports and attends and participates in management reviews.

j. Communicates program information to facilitate leveraging opportunities and facilitating SoS COE activities. Assesses near and long term requirements and technology advances in relation to FCS training goals and objectives. Supports the PM FCS and PEO STRI overarching acquisition strategies, and assists the LSI in updating and implementing the FCS training systems program plan and updating and ensuring compliance with training systems engineering specifications.

k. Serves as the facilitator for the Software Domain Engineers to assure team and consensus building activities across the FCS government and industry team. Assures efforts are consistent with Army, PEO STRI, and PM FCS priorities and work methods. Serves as a mentor to Chief Software and Domain Engineers. Advises on work method improvements and assists the engineers in identifying FCS engineering and integration opportunities. Works with the engineers to ensure they receive adequate and appropriate training and are afforded opportunities for professional development.

l. Provides input to the PM FCS for regular assessments and reports on the progress of the FCS training systems program and adherence to milestones and objectives.

m. Identifies, distributes and balances the workloads of the Software and Domain Engineers based upon individual skills and program goals.

n. Provides written input to the PEO STRI Director of Engineering for individual and team awards and recognition to include input to annual performance evaluations.

o. Prepares program management documentation to the PM FCS in support of milestone decision reviews.

q. Ensures full utilization of the Advanced Collaborative Environment (ACE) system of common-use software tools established by the PM FCS.

r. Provides input to, maintains and propagates FCS policies and procedures both internally and externally and those published in technical and programmatic periodicals and related conferences.

4. Critical Acquisition Position

"This is a Critical Acquisition Position. Unless specifically waived by the appropriate Army official, (i.e., the Director of Acquisition Career Management, the Army acquisition Executive, or the Secretary of the Army) or if the employee is "grandfathered" under 10 U.S.C. 1736(c)(1), the following are statutorily mandated requirements (Reference: 10 U.S.C. 1733 and 1737):

a. Employee must be a member of an Acquisition Corps at the time of appointment.

b. Employee must execute, as a condition of appointment, a written agreement to remain in Federal service in this position for at least three years. In signing such agreement, the employee does not forfeit any terms or conditions of employment."

V. Factors:

Factor: 1. - Problem Solving Level IV.

Work is timely, efficient, and of acceptable quality. Completed work meets project/program objectives. Flexibility, adaptability, and decisiveness are exercised appropriately.

- Defines, establishes, and directs organizational focus (on challenging and highly complex project/programs). Identifies and resolves highly complex problems that cross organizational boundaries and promulgates solutions. Resolution of problems requires mastery of the field to develop new hypotheses or fundamental new concepts. Assesses and provides strategic direction for resolution of mission critical problems, policies, and procedures. Works at senior level to define, integrate, and implement strategic direction for vital programs with long-term impact on large numbers of people. Initiates actions to resolve major organizational issues. Promulgates innovative solutions and methodologies. Works with senior management to establish new fundamental concepts and criteria and stimulate the development of new policies, methodologies, and techniques. Converts strategic goals into programs or policies.

Factor: 2. - Teamwork/Cooperation Level IV.

Work is timely, efficient, and of acceptable quality. Personal and organizational interactions exhibit and foster cooperation and teamwork. Flexibility, adaptability, and decisiveness are exercised appropriately.

- Leads/guides/mentors workforce in dealing with complex problems. Solves broad organizational issues. Implements strategic plans within and across organizational components. Ensures a cooperative teamwork environment. Leads/guides workforce in achieving organizational goals. Participates on high-level teams. Is sought out for consultation.

Factor: 3. - Customer Relations Level IV.

Work is timely, efficient, and of acceptable quality. Personal and organizational interactions enhance customer relations and actively promote rapport with customers.

Flexibility, adaptability, and decisiveness are exercised appropriately. Leads and manages the organizational interactions with customers from a strategic standpoint. Works to assess and promulgate political, fiscal, and other factors affecting customer and program/project needs. Works with customer at management levels to resolve problems affecting program/projects (e.g., problems that involve determining priorities and resolving conflicts among customers' requirements). Works at senior level to stimulate customer alliances for program/project support. Stimulates, organizes, and leads overall customer interactions.

Factor: 4. - Leadership/Supervision Level IV.

Work is timely, efficient, and of acceptable quality. Leadership and/or supervision effectively promotes commitment to mission accomplishment. Flexibility, adaptability, and decisiveness are exercised appropriately.

- Establishes and/or leads teams to carry out complex projects or programs. Resolves conflicts. Creates climate where empowerment and creativity thrive. Recognized as a technical/functional authority on specific issues. Leads, defines, manages, and integrates efforts of several groups or teams. Ensures organizational mission and program success. Fosters the development of other team members by providing guidance or sharing expertise. Directs assignments to encourage employee development and cross-functional growth to meet organizational needs. Pursues personal professional development

Factor: 5. - Communication Level IV.

- Work is timely, efficient, and of acceptable quality. Communications are clear, concise, and at appropriate level. Flexibility, adaptability, and decisiveness are exercised appropriately.

- Determines and communicates organizational positions on major projects or policies to senior level. Prepares, reviews, and approves major reports or policies of organization for internal and external distribution. Resolves diverse viewpoints/controversial issues. Presents organizational briefings to convey strategic vision or organizational policies.

Factor: 6. - Resource Management Level IV.

Work is timely, efficient, and of acceptable quality. Resources are utilized effectively to accomplish mission. Flexibility, adaptability, and decisiveness are exercised appropriately.

Develops, acquires, and allocates resources to accomplish multiple project/program goals. Formulates organizational strategies, tactics, and budget/action plan to acquire and allocate resources. Optimizes, controls, and manages all across projects/programs. Develops and integrates innovative approaches to attain goals and minimize expenditures.

6. Security Clearance and Travel

Appointee must be able to obtain and maintain a Secret security clearance and may be required to travel within the U.S./overseas by commercial aircraft.

7. Knowledge, Skills, and Abilities (KSAS) for Qualification Purposes.

- a. Knowledge of policies, programs, organizations, functions, resources, and legislation affecting the program and the organizations studied or served, and related customers, functions, resources, and users
- b. Knowledge of the organizational and functional responsibilities and operations of the employing organization
- c. Knowledge of current modeling and simulation principles, techniques, processes, regulations, and policies
- d. Knowledge of the organization, direction and leadership of technical staff with expertise in system analysis and design
- e. Up-to-date knowledge of emerging technologies with potential for use in assigned areas
- f. Organizational skills to manage integration of new technologies into a major and complex military system acquisition program

g. Knowledge of acquisition, development, fielding and life cycle support of simulations, simulators, training and instrumentation systems

h. Ability to meet and deal with customers using a high degree of tact and diplomacy

i. Ability to develop, prepare, coordinate, staff, and implement policies, procedures, programs, and directives

j. Ability to establish and maintain relationships with key individuals/ groups outside immediate work unit

k. Ability to represent and serve as spokesperson for the organization with senior executives and General Officers at DA HQ and elsewhere

l. Ability to give oral presentations

m. Ability to recognize and analyze problems, conduct research, summarize results, and make appropriate recommendations

n. Ability to organize and lead teams

m. Ability to interpret and apply rules, regulations, and procedures